

Candidate Information Bulletin



STATE OF UTAH Cosmetology/Barber Examination

Examinations

- Utah Cosmetologist/Barber Theory Examination
- Utah Law and Rules Examination
- Utah Cosmetologist/Barber Practical Examination

Introduction

The State Board Examination Program is designed to test the candidate's knowledge, skills, and abilities to practice and to determine whether the candidate is prepared to assume responsibility for the safety and welfare of the public.

This *Bulletin* is a guide for the candidate. If you have additional questions, you may contact the Division of Occupational and Professional Licensing (DOPL) concerning licensing questions, and contact Experior Assessments™, LLC (Experior) concerning questions on the examination process. **The Examination Registration Form and documentation is mailed to Experior, NOT to the DOPL.**

Registering for the Examination

Specific Theory and State Law Examinations are administered five days a week (Monday through Friday) at Experior located at 5486 South 1900 West, Suite C, Taylorsville, Utah 84118, and once each month in the St. George area. Register for the examination either:

1. **By Mail.** Complete the enclosed Application for Admission to Licensing Examination and return it by mail to Experior with your examination fee(s) made payable to Experior. You will be scheduled for an appointment at the first available time approximately one week after your application is received. Experior will mail you an Admission Letter providing you with the exact date and time of your examination.
2. **By Telephone.** You can schedule your appointment by calling Experior at 801.355.5009, between 8:30 a.m. and 4:30 p.m., Monday through Friday. Simply pay for your examination with a major credit card (MasterCard or Visa).

Payment must be made in advance. You may reschedule your Theory and/or Law examination for a \$10 rescheduling fee up to the time of your appointment. If you

fail to appear for your appointment or are not admitted due to lack of proper identification, your examination fee will be forfeited and you must reapply for the examination. No exceptions are allowed. **Examination fees will not be refunded and are not transferable.**

Due to the logistics of scheduling a Practical performance examination, you may not reschedule this examination. If you and/or your models fail to appear, missed your scheduled time or were not admitted due to lack of proper identification, your fee will be forfeited and you must reschedule.

Licensure Process

Upon completion of all licensure requirements including passing all examination(s), submit a complete application for licensure to:

By U.S. Mail

Division of Occupational and Professional Licensing
P.O. Box 146741
Salt Lake City, Utah 84114-6741

By Delivery or Express Mail

Division of Occupational and Professional Licensing
160 East 300 South, 4th floor
Salt Lake City, Utah 84111

Applications for licensure are available on the Internet at www.dopl.utah.gov

You may also obtain licensure applications from:

Experior

5486 South 1900 West, Suite C
Taylorsville, Utah 84118
801.355.5009

E-mail: contactus@experioronline.com

In the subject you must specify: **UT Cos**

Web site: www.experioronline.com

Fees (subject to change)

The fee for the Utah Cosmetology/Barber Theory Exam and Utah Law and Rules examination is **\$65**. The fee includes same-day theory or law score. If you retake one part of the Theory or Law examination the fee is **\$50**.

The fee for first-time and retake candidates for the Utah Cosmetology/Barber Practical examination is **\$75**. Same-day scoring is not available for the Practical examination.

Therefore, a candidate scheduling for all three exams would have a total fee of **\$140**.

Computerized Testing—Theory and Law Exams

Examinations are administered using Experior user-friendly, Microsoft Windows®-based, computerized testing system. Experior uses IBM compatible personal computers, similar to what you may have at home or in your business. **You do not need computer experience to use this system.** In fact, you only use five keys on the entire keyboard to take the test. (The other keys are disabled. There is no way you can damage your test by accidentally touching a wrong key.)

Before you begin your examination, you are allowed to take a short practice examination to become familiar with the computer testing system. A friendly Experior examination administrator will help you if you need further assistance.

You will receive your score at the conclusion of the examination.

Walk-In Computer Theory and Law Testing

You may simply walk in and test on a space-available basis for an additional \$10 fee. No reservation is required. The examination fee, plus the walk-in fee, must be paid before taking the examination.

Practical Examination Information

See attached schedule for examination dates and locations. Examination dates and locations are dependent on candidate volume. It is possible that all sites will not test on all dates listed. You should select first and second choices on your Application Registration Form.

Candidates with Special Needs

If you require a special testing accommodation under the *Americans with Disabilities Act* (ADA), please contact Experior to obtain an Accommodation Request Form. Reasonable testing accommodations are provided to allow candidates with documented disabilities, which are recognized under the *Americans with Disabilities Act* (ADA), an opportunity to demonstrate their skills and knowledge. Candidates should submit professional documentation of the disability with their application to help determine the necessary special arrangements.

Thirty days advance notice is required for all special arrangements. There is no additional charge for these accommodations.

Note: If English is your second language, a language barrier is not considered a disability.

What to Bring with You to All Examinations

- A current, valid, clearly recognizable picture identification. (current driver's license preferred)

If you do not provide appropriate identification, you will not be permitted to test and you will forfeit your fee.

How to Take Your Examination

All examinations are closed book. No reference materials, notes, cellular telephones, pagers or beepers are permitted. Briefcases, backpacks, purses, bags, etc. must not be taken into the Theory and Law examination room.

You may not eat, drink or use tobacco in the examination room.

General Policies and Procedures

Security Policies

Irregularities observed during either the Theory or the Practical examination administration, such as an act of impersonation, creating a disturbance, giving or receiving unauthorized information or aid to other candidates, attempting to remove examination information by any means, possession of unauthorized notes or equipment, or sharing supplies may be sufficient cause to end your examination participation, or to invalidate or cancel scores. Irregularities may be identified by observation or suspicion by the test center staff, or may be evidenced by subsequent statistical analysis of examination materials.

Experior reserves the right to investigate each incident of misconduct or irregularity and will report such problems directly to DOPL. DOPL makes all final decisions on test score invalidations and cancellations.

Irregularities may result in your inability to test for a stated period of time or cause testing to take place under special conditions.

No visitors, guests or children are allowed in the test center.

Copyrighted Exam Questions

All test questions are the copyrighted property of Experior Assessments™, LLC. It is forbidden under federal copyright law to copy, reproduce, record, distribute or display these test questions by any means,

in whole or in part, without our written permission. Doing so may subject you to severe civil and criminal penalties, including up to five years in prison and/or a \$250,000 fine for criminal violations.

Emergency Policy

In the event of inclement weather or a similar emergency, a scheduled examination may be canceled or delayed. However, due to the problematic logistics of a cancellation, this decision is made only in rare instances, and at the discretion of the Experior. If a test center is open for testing and you choose not to appear for testing, your fee will be forfeited and you will need to reschedule your examination.

If you have concerns, contact Experior.

Environmental Distracter

Although Experior makes every attempt to provide an environment conducive to testing, outside noise and room temperature fluctuations are sometimes unavoidable problems. You may wish to dress in layers so you can easily adapt to a cooler or warmer climate in the examination room.

Score Information For the Theory and Law Exams

Each computer-based Theory and Law examination is scored the same day it is administered. To ensure your confidentiality, no test scores are given over the phone.

A score of 75 or higher is needed on the Cosmetology/Barber Theory and the Utah Law examinations in order to pass that particular examination.

An overall score of 75 or higher plus a 75 or higher in each of the designated critical areas is needed in order to pass the Cosmetology/Barber Practical examination. If you receive a 75 or higher and fail one or more critical areas, you need only take that critical area that you failed. If you receive a score of 74 or below, you must retake the entire examination.

If you do not pass the examination, you may request a strength and weakness report. This will help you determine areas where more study is needed before you retake the test. The fee for this report is \$15 per examination. (The report is only available for your most recent examination.) You must send a **written** request to Experior after being notified of your score.

Appeal Committee

Our goal at Experior is to provide a quality test and a pleasant testing experience to every candidate. If you are dissatisfied with either and believe we can correct the problem, we would like to hear from you. To facilitate

this, we provide an opportunity at the end of your exam to make comments, and your comments will be reviewed by Experior personnel, but you will not receive a direct response. You may also contact one of our Candidate Support Specialists at 800.326.3926 to discuss your concern. The Candidate Support Specialist will direct inquiry to the appropriate individual for response.

We try to resolve candidate concerns at the testing site or on the phone whenever possible. If you feel that your concern has not been resolved, you must put your comments in writing to the following address:

Experior
ATTN: Appeal Committee
1360 Energy Park Drive
St. Paul, MN 55108-5252
Fax: 800.347.9242

If your concern is regarding the content of the exam, you must mail your concern to Experior, as only original signatures can be accepted. No faxes are allowed. If your concern is regarding registration, scheduling or test administration, (testing site procedures, equipment, personnel, etc.), you may either mail or fax your concern to Experior. In your letter, include your name, your Social Security number, the name of the exam, the date you tested and a specific description of your concern and the relevant facts surrounding it. Experior will investigate your concerns and you will receive a response in writing from the Appeal Committee within 10 business days of receipt at Experior.

Cosmetology/Barber Theory Examination Outline

The examination consists of 125 multiple-choice scored questions. You will have 2 ½ hours to complete the examination. An approximate number of questions is provided.

- | | |
|-------------------------------------|---------------------|
| 1. General Concepts | 10 questions |
| A. Sanitation and Infection Control | |
| B. Client Protection | |
| C. Salon Ethics | |
| D. Salon Management | |
| 2. Applied Anatomy | 20 questions |
| A. Hair and Scalp | |
| B. Skin | |
| C. Nails (hands and feet) | |

Points 1-6 below apply to A, B and C above:

1. Structure, Composition and/or Function
2. Growth and Regeneration
3. Conditions, Disorders and Disease
4. Blood, Nerve, Muscle Supply and Function

5. Analysis
6. Irregularities

3. Physical Concepts 20 questions

- A. Shampoos and Rinses
- B. Scalp and Hair Care
- C. Skin, Facials, and Hair Removal
- D. Manicuring and Pedicuring

Points 1-6 below apply to A, B, C and D above:

1. Materials, Implements and Supplies
2. Procedures
3. Purpose and Effect
4. Related Chemistry
5. Safety Precautions
6. Types

4. Chemical Concepts 30 questions

- A. Chemical Relaxing
- B. Chemical Waving
- C. Hair Coloring
- D. Hair Lightening

Points 1-10 below apply to A,B,C and D above:

1. Chemical Classification
2. Corrective Measures
3. Materials, Implements and Supplies
4. Procedures
5. Purpose and Effects
6. Related Chemistry
7. Safety Precautions
8. Scalp and Hair Analysis
9. Special Effects
10. Special Hair Problems

5. Hair Styling and Shaping 20 questions

- A. Hair Shaping
- B. Hair Styling (including Curl Formation)

Points 1-5 below apply to A and B above:

1. Designing
2. Materials, supplies and implements
3. Purposes and Effects
4. Safety Precautions
5. Techniques

- C. Wigs and Extensions

6. Barber 25 questions

- A. Shaving
 1. Proper methods and procedures
 2. Shaving Areas
- B. Hair Styling and Shaping
 1. Clipper Cutting
 2. Shears and Comb Technique
 3. Tapered Hair Cutting
 4. Beard/Mustache Trimming
 5. Materials, Implements and Supplies

Suggested References

Test questions are developed from industry standards. This examination emphasizes information presented in these references.

Milady's Standard Textbook of Cosmetology, 2000, Delmar Publishers, 800.347.7707

Salon Fundamentals: A Resource for Your Cosmetology Career, Pivot Point International, Inc. 800.886.4247

Milady's Standard Textbook of Professional Barber-Styling, Delmar Publishers, 800.347.7707

Standardized Textbook of Barbering & Styling, Hair International, 124B East Main Street, P.O. Box 273, Palmyra, PA 17078. 717.838.0795

Utah State Laws, Rules and Regulations

State Laws and Rules Examination

This examination is a closed-book examination that consists of 50 multiple-choice questions. You will have two hours to complete this examination. A score of 75 or higher is required to receive a passing score.

State Laws and Regulations 50 Questions

Utah Law and Rules Examination References

A Study Guide (consisting of two booklets) has been prepared to assist you in preparing for the Law examination. This Study Guide includes a content outline listing the sources from which the examination was developed and relevant sources (i.e., state statutes, rules, etc.). The cost of the Study Guide is \$15 (plus shipping/handling and tax). You may order this Study Guide by calling Experior or by completing and submitting the enclosed Order Form. **All sales are final.**

Practical Examination

The practical portion consists of actual demonstrations. You are required to bring a kit containing all the required supplies, two models and the proper identification (see "What to Bring With You to All Examinations" section). **Mannequins are not permitted.** Every attempt will be made to have the Barber Hair Shaping Service first in order that the model for that service may leave the examination site.

Make sure that models read and understand this portion of the Bulletin and sign the Model Affidavit. The Model Affidavit will be included with your Admission Packet and it is to be given to the administrator at the examination site.

The model must be at least 16 years of age. The model **may not** participate in any way during your examination, for example, there is to be no talking or handing you supplies, etc.

After the cosmetology hair cut, the model's hair should be at **least** four to six inches long to perform the services in the Cosmetology services in the practical examination. For example, the candidate must be able to wind permanent wave rods in the back of the head.

Your model must submit to a 90 degree layered haircut with no tapered hairlines for the Cosmetology Hair Shaping Service. Your model must understand that you will be **required to cut at least 1 inch** of hair length from the entire head.

For the Barber Hair Cut Service, the candidate will **cut at least one-half inch** of hair from the entire head. A regular tapered haircut will be performed. You are not permitted to use clipper guards.

Your model's face must be clean, have no makeup and be free of skin disease.

Model's nails must be at least 1/8" free edge, clean and with old polish removed.

You will be given instructions before beginning each service. Be aware that an examiner is always rating you. The examiners will rate more than one person for each service. If for some reason, your performance is not observed, you may be requested to repeat a task.

Each service on the Practical examination has a time limit. If you do not complete the work within the time limit you will be graded appropriately. The Practical exam takes approximately four hours to complete.

During the Practical examination, you must follow all appropriate rules for client protection that will ensure the health, safety, and welfare of the public. This includes personal preparation and infection control, as well as proper draping of your model in addition to being in control of your kit at all times as a safety issue.

If a blood spill should occur, you are responsible for following the blood spill procedure as it is explained at the test site. **If you do not follow the blood spill procedure, you will automatically fail that service.**

Chemicals for coloring, relaxing, lightener, and permanent waving will be simulated. Water, cholesterol or colored gel will be used to simulate all chemicals. The kit must be kept closed except when removing or inserting materials for a particular service. The kit will be used during the examination as a dry sanitizer.

You are responsible for bringing your own supplies. You are required to bring a sufficient quantity of supplies as listed below, in sanitary condition, including the required instruments in proper working order, and client protection draping. **All bottles, jars and containers must be labeled.** The kit will be used during the examination as a dry sanitizer. You may not borrow from another candidate or from the test site location.

What to Wear and Bring to the Practical Exam

1. Two models. See model requirements.
2. Current, valid photo identification (such as a driver's license).
3. Model Affidavit and Candidate Admission Letter
4. The candidate must appear in a proper, clean professional attire. **IF YOU WEAR A SMOCK OR UNIFORM, THE NAME OF YOUR SCHOOL MUST NOT BE VISIBLE.**
5. The candidate's personal appearance must be neat and clean.
6. Model draping protection
7. The following beauty kit (equipment/supplies) must be brought to the examination in quantities to complete the services required:
 - ✂ combs (tail and haircutting, hard rubber)
 - ✂ hair brushes
 - ✂ clips (clips for sectioning)
 - ✂ hair clamps
 - ✂ hair cutting scissors
 - ✂ clippers without guards
 - ✂ permanent wave rods – must have a minimum of 10 rods to wrap hair (suggest bring additional rods in case of breakage, dropping, etc.)
 - ✂ end papers
 - ✂ cotton
 - ✂ protective cream
 - ✂ sanitary neck strips
 - ✂ one perm wave lotion applicator bottle
 - ✂ shampoo
 - ✂ wave set or styling gel
 - ✂ cholesterol or colored gel
 - ✂ tint brush
 - ✂ tint bowl
 - ✂ one applicator bottle for color/lightening
 - ✂ blow dryer
 - ✂ curling iron
 - ✂ cotton towels

- ✂ disinfectant
- ✂ one comb-out cape
- ✂ facial cleansing cream
- ✂ massage cream
- ✂ astringent, freshener or toner
- ✂ spatula(s)
- ✂ sanitizer for candidate's hands
- ✂ facial tissue
- ✂ spray bottle for water
- ✂ protective head covering
- ✂ cotton/cotton pads in clean container
- ✂ disposable gloves
- ✂ bag(s) for disposal of waste materials
- ✂ complete manicuring supplies
- ✂ manicure sticks
- ✂ cuticle pusher
- ✂ emory boards
- ✂ nail brush
- ✂ one bottle cuticle remover
- ✂ plastic dish (finger bath)
- ✂ finger bath solution
- ✂ one bottle dark polish
- ✂ one bottle base coat (or combined base/top coat)
- ✂ one bottle top coat (or combined base/top coat)
- ✂ means of showing that implements have been disinfected, i.e. implements in a zip lock bag that is labeled "Disinfected/Sanitized Implements"

Practical Examination Description

The services shown below may not be the order of performance on the day of the test.

Manicure Service

Perform a basic manicure on one hand. You will be graded on proper filing, pushing, hand and finger massage and final appearance of polish application. Cuticle clipping is not permitted.

Time Allowed: 30 minutes **19 tasks**

Facial Service

You will demonstrate the proper application and removal of creams, astringents or freshener. You will cleanse your model's face and apply massage cream and demonstrate a facial with three massage manipulations.

Time Allowed: 10 minutes **12 tasks**

Hair Coloring and Hair Lightening Service (CRITICAL AREA)

Demonstrate the application of a mock tint. Apply a tint retouch going darker to the right rear section of the head

using a bowl and brush or bottle for application. Each section of the head is to be treated as a new client. Demonstrate the application of a first-time (virgin), hair lightening application to the right front section of the head using a bowl and brush or a bottle for application. Each section of the head is to be treated as a new client.

Time Allowed: 20 minutes **14 tasks**

Chemical Relaxer Service (CRITICAL AREA)

Demonstrate a first-time application (virgin), no base relaxer treatment to the left rear section. Each section of the head is to be treated as a new client.

Demonstrate a two-inch no base retouch application to the left front section of the head. Each section of the head is to be treated as a new client.

Time Allowed: 20 minutes **11 tasks**

Chemical (Permanent) Waving Service (CRITICAL AREA)

Wrap 10 rods in the center back of the head from the crown to the nape area using the proper size rods for the length of hair to be wrapped. Using water, you will demonstrate the application of waving lotion. You will perform a test curl.

Time Allowed: 15 minutes **17 tasks**

Cosmetology Hair Shaping (CRITICAL AREA)

You must remove at least one inch of hair throughout the entire head by performing a 90 degree layered haircut service. You will use scissors. You will demonstrate the proper sectioning of the hair by establishing a guide to determine length. In cutting the hair, you will demonstrate proper cutting, control and cross-checking. After you have completed the haircut, the remaining hair should be no shorter than four inches or longer than six inches in length to perform the remaining services.

Time Allowed: 30 minutes **31 tasks**

Blow Dry Service

You will be required to completely blow-dry the top and at least one side section of the head. Dampen the hair as necessary before starting to blow-dry. Dry hair using a blow dryer and brush or comb. The setting should be on low. You will be expected to demonstrate proper draping on your model. You will be expected to demonstrate proper sanitation and infection control. You should turn on your Marcel or spring-loaded iron at this time for the Thermal Curl service to follow. The setting should be LOW. When using the Blow Dryer it should be on a LOW setting.

Time Allowed: 10 minutes **7 tasks**

Thermal Curling Service

You will demonstrate clean and even sections, proper protection of the scalp, testing technique, feeding and guiding the hair into the iron, and correct rolling and

clicking. You will demonstrate two thermal horizontal curls on the top center section of the hair and two thermal vertical curls at the side section of the head.

Time Allowed: 10 minutes

10 tasks

Comb Out

You will comb out and style the top section of your model's hair so that when you finish, the hair design will be blended and balanced. You will demonstrate the cushioning technique.

Time Allowed: 10 minutes

6 tasks

Barber Hair Shaping (CRITICAL AREA)

You will remove one-half inch of hair by performing a regular haircut that is even all over and conforms to the shape of the head. The nape of the neck must be tapered following the natural hairline. The hair should be evenly blended throughout the haircut. You will demonstrate the use of clippers without guards, shears and comb during this service. You will be expected to demonstrate proper draping, safety, sanitation and infection control.

Time Allowed: 30 minutes

17 tasks

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|------------------------|
| Task Statements |
|------------------------|

Manicure Service

1. Uses sanitized, disinfected implements for the manicure
2. Disinfects table
3. Prepares towel cushion
4. All bottles properly labeled
5. Disinfects hands (candidate)
6. Disinfects hands (model)
7. Holds back sides of nail while filing
8. Files from outside edge to center
9. Avoids filing top of nail
10. Softens cuticle area
11. Holds tool properly
12. Uses proper amount of pressure
13. Massages hand and fingers
14. Uses base coat
15. Applies polish smoothly and evenly
16. Applies top coat properly
17. Removes all traces of polish from cuticle
18. Maintains work area in safe, sanitary condition
19. Blood spill did not occur or occurred and was handled properly

Facial Service

20. Set up for facial
21. Disinfects hands (candidates)
22. Hair is complete secured with drape
23. Remove creams from jars properly
24. Applies facial creams upward and outward
25. Maintains proper lubrication
26. Massages from insertion to origin

27. Demonstrates properly three full sets of manipulations

28. Maintains continuous contact

29. Removes face cream upward and outward

30. Properly disposes of material

31. Maintains work area in a safe, sanitary condition

Hair Coloring/Hair Lightening Service (CRITICAL AREA)

32. Applies/maintains drape properly

33. Hair is sectioned properly

Lightener Application

34. Applies protective cream around perimeter

35. Begins ½" to 1" from scalp

36. Applies product to both sides of the hair strand

37. Ends remain free from lightener

Color Application

38. Hair is sectioned properly

39. Tint thoroughly outlines section

40. Proper coverage of hair from scalp to one inch

41. Applies to both sides of the hair strand

42. Protective gloves worn

43. No product on model's skin or cape

44. Maintains work area in safe, sanitary condition

45. Bottles capped after use

Chemical Relaxer Service (CRITICAL AREA)

46. Applies/maintains drape properly

47. Wear protective gloves

48. Part sub-section of hair properly

First-Time Relaxer Application

49. Applies protective cream around perimeter

50. Begins application ½ inch to one inch from scalp

51. Applies to both sides of hair strand

Relaxer Retouch Application

52. Applies protective cream to porous hair ends

53. Applies product from scalp to two inches of new growth

54. Applies to both sides of the hair strand

55. Maintains work area in a safe, sanitary condition

56. Remove products properly from container

Chemical (Permanent) Wave Service (CRITICAL AREA)

57. Applies/maintains drape properly

58. Sections in clean, even blocking

59. Length of the parting equals length of rod

60. Width of parting equals diameter of rod

61. Selects appropriate rod for length and texture of hair

62. Hair is evenly spread across end papers

63. Extends papers beyond hair ends preventing fishhook ends

64. Hair spread evenly across rod

65. Consistent rod/base relationship

- 66. Wraps rod for proper tension
- 67. Applies protective cotton and cream around the hairline
- 68. Wrapped 10 rods in set time
- 69. Distributes waving lotion evenly across rod
- 70. Fully saturates hair
- 71. Hair is properly unwound
- 72. Hair is held to relax into "S" shape
- 73. Maintains work area in safe, sanitary condition

Hair Shaping Service (Cosmetology)
(CRITICAL AREA)

- 74. Applies/maintains drape properly
- 75. Section for control
- 76. Establishes horizontal length guide at nape
- 77. Establishes guide to determine length for basic haircut at the sides
- 78. Establishes guide at front of haircut
- 79. Establishes an interior guide
- 80. Follows established guideline throughout haircut
- 81. Traveling guide used for haircut
- 82. Implements are safely used
- 83. Proper handling of implements
- 84. Demonstrates proper cutting
- 85. Cuts the hair equally divided subsections, proper method of cutting
- 86. Controls the haircut by securing the uncut panels with clips
- 87. Both sides uniform in length
- 88. Hair is even throughout the cut
- 89. Haircut is blended throughout
- 90. One inch consistently cut from hair
- 91. Maintains work area in safe, sanitary condition
- 92. Maintain implements in a clean, sanitary condition
- 93. Model is free from nicks and cuts
- 94. Blood spill did not occur or occurred and was handled properly

Blow Dry Service

- 95. Applies/maintains proper draping
- 96. Hair is tangle free
- 97. Establishes direction
- 98. Proper direction of airflow to protect scalp
- 99. Tension of hair is controlled
- 100. Implements clean and sanitary
- 101. Maintains work area in a safe, sanitary condition

Thermal Curling Service

- 102. Hair is tangle free
- 103. Subsections of hair are in clean, even partings
- 104. Width and length of partings equivalent to barrel size
- 105. Test iron for proper temperature
- 106. Hair distributed evenly across iron barrel
- 107. Iron rolled from base to end with proper clicking

- 108. Protects scalp with comb
- 109. Maintains control of iron at all times
- 110. Smooth, open curl formation
- 111. Maintains work area in safe, sanitary condition

Comb-Out Service

- 112. Applies/maintains proper draping
- 113. Brush hair thoroughly
- 114. Keep hair under control
- 115. Cushioning at scalp area only
- 116. Complete service with a balanced, smooth style
- 117. Maintains work area in a safe and sanitary condition

Hair Shaping Service (Barber)
(CRITICAL AREA)

- 118. Applies/maintains proper draping
- 119. Clippers and comb are properly held
- 120. Shears and comb are properly held
- 121. Establishes guide at nape – neckline is clean
- 122. Ear properly arched with proper implement
- 123. Clipper is moved in a smooth and continuous motion
- 124. Demonstrates proper cutting – properly performs shear and comb technique
- 125. Follows established guideline throughout haircut – performs cut in a systematic fashion
- 126. Performs a regular tapered haircut
- 127. Candidate cuts one-half inch of hair off the entire head
- 128. Haircut is blended throughout
- 129. No line of demarcation within taper
- 130. Sides are uniform in length
- 131. Maintains work area in safe, sanitary condition
- 132. Maintain implements in a clean, sanitary condition
- 133. Model is free from nicks and cuts
- 134. Blood spill did not occur or occurred and was handled properly